

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

613

CALL TO ORDER

The Borough Council met in regular session and the meeting was called to order at 7:00 p.m. with Council President Rick Adams presiding.

ATTENDANCE

Council Members Present:

Donna Shadle (Mayor), Rick Adams (President), Kevin Clark (Vice President), Donald Bateman, David Wheeler, Tim Mayers and William Brown

Additional Borough Representation:

Sandy Conrad (Secretary/Treasurer), Linda Hess (Manager), Timothy Topper (Director of Public Works), David Arndt, Jr. (Zoning/Code Enforcement Officer), John White (Solicitor

Others in Attendance:

Jim Eline, Harry McKean (Stoners Farm), Tim Stonesifer (Evening Sun), Bob Klunk, Terry Moser and Fred Miller

APPROVAL OF MINUTES

***JUNE 9, 2009 WORKSHOP
MEETING MINUTES***

Council Vice President Clark made a motion seconded by Council Member Brown, to waive the reading of the June 9, 2009 Littlestown Borough Workshop Minutes and approve as written. Vote: 6-0 in favor of the motion.

DELEGATION

***PROCLAMATION FOR
ROBERT KLUNK***

Council Member Brown made a motion seconded by Council Member Wheeler, to approve a Proclamation written for Robert Klunk for his outstanding service to Littlestown. Vote: 6-0 in favor of the motion.

**ADJOURN FOR
EXECUTIVE**

Council Vice President Clark made a motion seconded by Council Member Brown, to adjourn the open meeting at 7:15 p.m. for an executive session pursuant to Pennsylvania Statue Title 65 Chapter 7 Open Meetings, Section 708, (1) whereby matters involving the discussion of Borough Employee matters will take place. Council President Adams asked for discussion. There was no discussion. Vote: 6-0 in favor of the motion.

RECONVENE

The Borough Council reconvened at 8:42 p.m. The borough secretary/treasurer and public were invited back into the meeting room.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

614

***AGREEMENT BETWEEN
THE BOROUGH OF
LITTLESTOWN AND CHIEF
DONALD BAKER***

Council Vice President Clark made a motion seconded by Council Member Brown, to approve the agreement between the Borough of Littlestown and Chief Donald Baker for his early retirement as Chief of the Littlestown Police Department as of June 30, 2009 at 12:00am and that said agreement be signed by the Borough Council President, E. Richard Adams and attested to by Sandy Conrad, Borough Secretary on this Day, Tuesday, June 23, 2009. Council President Adams stated that this was a non-agenda item and asked for public questions. **Vote: 6-0 in favor of the motion.**

**APPROVAL AND
PAYMENT OF BILLS**

Council Vice President Clark made a motion seconded by Council Member Mayers, to pay the bills from the general, swimming pool, water, sewer and payroll funds totaling \$33,042.69 for the dates of June 2, 2009 to June 17, 2009 and the payroll disbursements for a total of \$46,544.51 from the period of May 24, 2009 to June 13, 2009 whereas the combined total is \$79,587.20. **Vote: 6-0 in favor of the motion.**

**APPROVAL OF
FINANCIAL REPORT**

Council Vice President Clark made a motion seconded by Council Member Bateman, to approve the Financial Report for June 23, 2009. **Vote: 6-0 in favor of the motion.**

**APPROVAL OF
SAVINGS REPORT**

Council Vice President Clark made a motion seconded by Council Member Wheeler, to approve the Capital Reserves Savings Account report for June 23, 2009. **Vote: 6-0 in favor of the motion.**

UNFINISHED BUSINESS

***BRIAN WEINHOLT REQUEST
REFUND OF \$20 FOR POOL
MEMBERSHIP***

Council Member Wheeler made a motion seconded by Council Vice President Clark, to deny the request from Brian Weinholt for a \$20 pool membership reimbursement. **Vote: 6-0 in favor of the motion.**

***EMERGENCY OPERATIONS
PLAN NON-COMPLIANCE***

Council President Adams referred this to the Personnel Committee.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

615

NEW BUSINESS

*AUTHORIZE ELECTRONIC
ACCESS TO PENNDOT
SYSTEM (LIQUID FUELS)*

Council Vice President Clark made a motion seconded by Council Member Bateman, to adopt and enter into an agreement to authorize access to the PennDot Systems, DotGrants, for the primary purpose of submitting Liquid Fuels reporting forms electronically and for other electronic form submissions as outlined in said agreement. Vote: 6-0 in favor of the motion.

*ADOPT A RESOLUTION
REGARDING SUBMITTING
LIQUID FUELS ONLINE*

Council Vice President Clark made a motion seconded by Council Member Brown, to adopt a Resolution of the Borough of Littlestown, Adams County, Pennsylvania, authorizing the use of Pennsylvania Department of Transportation Systems, DotGrants, for the primary purpose of submitting Liquid Fuels reporting forms electronically and for other electronic form submissions as outlined in the newly adopted agreement for the system use between the Borough of Littlestown and Pennsylvania Department of Transportation. Vote: 6-0 in favor of the motion.

*APPROVAL TO ACCEPT
BRUSH FROM CITIZENS*

Council Member Mayers made a motion seconded by Council Member Brown, to approve accepting brush for the citizens of Littlestown. Vote: 6-0 in favor of the motion.

*APPROVAL TO ACCEPT CREDIT
CARD AS FORM OF PAYMENT*

Council Member Mayers made a motion seconded by Council Member Brown, to approve the acceptance of Credit Cards through MuniPay Nationwide Payment Solutions. Council President Adams stated that this was a non-agenda item and asked for public comments. Vote: 6-0 in favor of the motion.

REPORTS

BOROUGH MANAGER

The Borough Manager's monthly report was provided earlier to Borough Council.

MAYOR

Mayor Shadle's monthly report was provided earlier to Borough Council.

CHIEF OF POLICE

Chief Baker's monthly report was provided earlier to Borough Council.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

616

DIRECTOR OF PUBLIC WORKS Director of Public Works, Tim Topper's monthly report was provided earlier to Borough Council.

CODE ENFORCEMENT OFFICER Code Enforcement Officer, David Arndt, Jr's monthly report was provided earlier to Borough Council.

BOROUGH SOLICITOR Solicitor White stated that he had nothing to report.
JOHN WHITE

APPROVAL OF REPORTS Council Vice President Clark made a motion seconded by Council Member Bateman, to approve the monthly reports as written. Vote: 6-0 in favor of the motion.

REPORTS OF BOARD
COMMISSIONS AND
COMMITTEES

RECREATION BOARD

RECOMMENDATION TO Council Vice President Clark made a motion seconded by
PURCHASE A SHARK VACUUM Council Member Bateman, to approve the recommendation of the Littlestown Recreation Board for the purchase of a pool vacuum, commonly known as a Shark Vacuum, for the Community Pool where costs for such equipment shall not exceed \$5,000.00 and such cost shall come from 05.452.700, Capital Purchases.

RECOMMENDATION TO Council Member Wheeler made a motion seconded by
APPROVE SWIM LESSON Council Member Brown, to approve the recommendation of
DATES AND FEE the Littlestown Recreation Board to approve the following swim lesson schedules and fee:

- Skill Level Testing: June 17, 2009
- Swim Lesson Schedule: June 29 – July 10, 2009;
July 13 – July 24, 2009 and July 27 – August 7, 2009
- Little Swimmers Schedule: August 10 – 14, 2009
and August 17 – 21, 2009
- \$30.00 per session for all session.

Vote: 6-0 in favor of the motion.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

617

PLANNING COMMISSION

*RECOMMENDATION TO
APPROVE PROPOSED PLAN
FOR MARK BROWN, 409 PRINCE
STREET*

Council Vice President Clark made a motion seconded by Council Member Mayers, to approve the recommendation from the Littlestown Planning Commission, to approve the proposed plan for Mark Brown, 409 Prince Street, to change an existing garage into two bedrooms. Vote: 6-0 in favor of the motion.

**CIVIL SERVICE
COMMISSION**

There was nothing to report.

**COMMUNITY
RELATIONS
COMMITTEE**

The New Season Gospel Music performed on June 13, 2009 and the performance along with the turn out was good.

FINANCE COMMITTEE

There was nothing to report.

**FIRE PREVENTION
COMMITTEE**

There was nothing to report.

**HEALTH & SAFETY
COMMITTEE**

There will be not action taken by the Committee on the complaint received regarding the banning of decorative outdoor fireplaces.

PERSONNEL COMMITTEE

There was nothing to report.

**UNION/POLICE
CONTRACT COMMITTEE**

There was nothing to report.

**PROPERTY AND SUPPLY
COMMITTEE**

There was nothing to report.

**STREETS AND
TRANSPORTATION
COMMITTEE**

There will be no action taken on the proposed parking meters being placed at Patrick Avenue.

The Committee will further investigate the possibility of abandoning Clover Lane.

**UTILITIES/I&I
COMMITTEE**

There will be a meeting held on August 11, 2009 at 3:00pm.

**YORK/ADAMS TAX
BUREAU**

There was nothing to report.

THE BOROUGH OF LITTLESTOWN
10 South Queen Street ▪ Littlestown, PA 17340 ▪ Council Chamber
BOROUGH COUNCIL REGULAR MEETING ▪ JUNE 23, 2009

618

**LITTLESTOWN CHAMBER
OF COMMERCE**

The Civil War Trail Markers were discussed at the last meeting. Norris Flowers has been invited to the July 28, 2009 meeting of Council. The Chamber and Historical Society has also been invited to the same meeting for Mr. Flowers presentation.

SAFETY COMMITTEE

There was nothing to report.

**COUNCIL OF
GOVERNMENTS**

There will be a meeting on Thursday, June 25, 2009 at 8:30am.

PUBLIC COMMENTS

Mr. Jim Eline asked for an update on the traffic light that is to be placed at the intersection of where the proposed Royal Farm is to be built. Mr. Eline was informed that the traffic light was a PennDot issue.

ADJOURN

Council Vice President Clark made a MOTION, seconded by Council Member Brown, to adjourn the Regular Meeting of Council. Vote 6-0 in favor of the motion.

Council President Adams adjourned the meeting at 8:39p.m.

Sandy Conrad
Borough Secretary/Treasurer
(SEAL)